

Credit River Township

Meeting Minutes

February 4, 2008

Call to Order

Chairman Dan Casey called the meeting to order at 7:05 pm.

Members Present:

Chairman Dan Casey, Supervisor Leroy Schommer, Supervisor Bruce Nilsen

Others Present:

Township Clerk Jerry Maas, Township Treasurer Holly Batton, Township Engineer Jeff Elliott, Township Attorney Bob Ruppe

Meeting Minutes

Chairman Dan Casey asked Clerk Jerry Maas to summarize the minutes from January 22, 2008.

Supervisor Bruce Nilsen made a motion to approve the minutes as amended. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0

Sheriff's Report

None this evening

Residents Report

Greg Brown indicated that the residents group met to review the Comp Plan and have developed recommendations / suggestions that they are hoping to present to the Board for consideration shortly. It was suggested that the group be prepared to make a presentation and participate in the Workshop on February 11th.

Open Forum

Attorney Justin Weinberg representing On Site Marketing asked for the opportunity to discuss the escrow account balance for Cress View Estates. They have been notified that this escrow has been identified as being in the negative.

They were surprised that this was the case and in the course of a review of the transactions over the past 2 years, Mr. Weinberg noted that there were 13 telephone conversations with Chairman Casey regarding the Cress View project and he is questioning the appropriateness of these conversations in view of the fact that Mr. Casey as a representative of his family trust is a party to negotiations with regard to a road easement involved with the project. He is questioning the nature and content of these conversations and would have expected that Mr. Casey would be recusing himself from discussions having to do with this project.

He also noted that in January 2007, Northwest Associated Consultants, the Township Planning consultant charged time to the Cress View Estates project to develop a "ghost" lot plan of the Casey Farm. He found this very unusual in that the Cress View Estates project had received Final Plat approval two years earlier and in fact homes were already being built and occupied in Cress View Estates.

Mr. Weinberg also noted that there were several references to concept plans when the Cress View Estates project was well beyond the "concept" stage. He also noted that there were charges from Hakanson Anderson Associates. The Township Engineering

consultants for County Road 68 and that this road does not touch the Cress View Estates project in any fashion. He also felt that a considerable portion of the expenses involved with the "City Center" plan had been charged to the Cress View Estates project.

In that On Site has done several projects with Credit River Township, they understand that escrow accounts are required for all projects and wondered why this was not charged to the Casey Farm escrow account. He inquired if there was in fact a Casey Farm escrow and was informed that one did not exist. Mr. Casey indicated that he did not know where the charges were being applied.

Mr. Weinberg noted that they felt these actions to be important enough to ask that some resolution be determined by the next regularly scheduled Township meeting. If that couldn't be accomplished, he felt they would have to involve the state auditor to assist in reviewing the Township procedures and possibly request an audit of the Township, at the Township's cost.

Attorney Ruppe noted that he will review the information provided. He noted that incorporation needs required the Township to come up with a Town Center plan for the North part of the Township. Some of the planning may have been charged to Cress View Estates.

Ted Kowalski noted that a resident doing a simple 3 lot split recently was required to post an escrow amount and felt that the Casey Farm should have been required to do the same.

Resident Brent Lawrence asked about the possibility of getting this project review accomplished by next meeting and at what cost. Attorney Ruppe indicated that without looking at it, it would be impossible to estimate a cost.

Resident Dave Brunello asked about what the path forward will be. Supervisors Schommer and Nilsen indicated that the Township will take a look at the submitted information.

Agenda Item 1 – Review Stonebridge Project

This item was tabled due to the Stonebridge people not being able to appear.

Agenda Item 2 – John Mesenbrink – Request Township Recommendation to Amend the Comp Plan in Stoneridge to accommodate a RR2 Rural Residential

John Mesenbrink, a developer, noted that he has had conversations with Scott County that indicate that this parcel is going to be zoned at RR2 in the new Comp Plan.

It is his contention that when he did the Stoneridge project, he made an agreement with Scott County to realign France Ave and rebuild a portion of that road with an understanding that the rest of the project would be rezoned. Unfortunately that never happened and he would like to take the necessary steps to get this process moving.

The first step that will be necessary is to amend the current Comprehensive Plan and that is what he is asking for at this time.

Resident John Henry is also interested in eventually getting his parcel which abuts the Mesenbrink property re-zoned and wants assurances that the Township agrees with it.

Supervisor Bruce Nilsen made a motion to support the request by Mr. Mesenbrink. Supervisor Leroy Schommer offered a second, all in favor motion carried 3 –0,

Engineer's Report

None this evening

Other Business

1) Discuss Rock Hauling – Call for Bids

Clerk Jerry Maas noted that last year we got a late start on this project and that he was asked to schedule it on the February Agenda.

The Board asked that Clerk Maas work with Engineer Elliott to develop and place the request for bids for Ditch Mowing, Lawn Care, Rock Purchases and Rock Hauling in the paper as soon as possible.

2) Review Turn Lane / Lot Fee Structure

Last year the Clerk was asked to schedule this agenda item to consider the inflationary effects on these fees.

Treasurer Holly Batton expressed a concern about the lack of plans for spending this money fairly in the future.

Attorney Ruppe noted that collecting funds in this fashion is a common technique and the question before us at this time is are they established at the proper amounts and that plans for spending this money would be a separate issue.

The Board requested that Engineer Jeff Elliott look at this issue in relation to construction costs and report back at the next meeting.

3) Discuss Plans for Open House on Incorporation

At the last meeting the Town Board discussed holding an Open House for residents to review plans to date regarding incorporation.

Attorney Ruppe noted that Clerk Jerry Maas had made a presentation at the last Annual Meeting that might again be appropriate, and suggested that we look at updating the presentation to where we are at this time. It was also suggested that this be converted to a PowerPoint presentation.

Tentative plans would call for this Open House to be scheduled for early May.

Supervisor Bruce Nilsen made a motion to authorize Attorney Ruppe to work with Clerk Maas to update this presentation. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

4) Discuss Participation in Re-Cycling Days

Clerk Jerry Maas noted that we have received a letter inviting our participation in the annual spring clean-up event coordinated by Scott County. We would again pool our funds with the City of Prior Lake.

Supervisor Bruce Nilsen made a motion to authorize participation, Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

5) Set Fixed Asset Threshold for Reporting Purposes

Treasurer Holly Batton noted that during the course of the current external audit, our auditors have requested that we establish a minimum threshold for reporting fixed assets.

Supervisor Leroy Schommer made a motion to set this at \$1000. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

6) **Approve Election Judge List**

Clerk Jerry Maas noting that we have the local Township Election scheduled for Tuesday, March 11th presented a list of qualified election judges who have agreed to assist in the election

Resident Al Aspengren asked that 1) we purchase a permanent sign advertising election dates and 2) asked that we extend the hours to 7:00 am until 8:00 pm.

Resident Dave Brunello noting that we have many two income families in the Township and offered his support.

Treasurer Holly Batton asked who would be in charge of putting these up and taking them down. Mr. Aspengren felt that the Chief Election Judge could accept this responsibility.

The Board asked Mr. Aspengren to come to the next meeting with some cost estimates for these proposed signs.

Supervisor Leroy Schommer made a motion to open the polls at 7:00 am and close at 8:00 pm. Supervisor Bruce Nilsen offered a second, all in favor motion carried 3 – 0.

Supervisor Leroy Schommer made a motion to approve the election judge list, supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

7) **Status of old Township laptop computer.**

Supervisor Bruce Nilsen noted that he has repaired it and suggests that we try to sell it in some fashion.

8) **Ordinance Suggestion**

Supervisor Bruce Nilsen suggests that we take a look at allowing horses on non-platted parcels of land with at least 5 acres.

9) **Policy on Interest Earned**

Treasurer Holly Batton noted that the Township should have a policy on Earned Interest. The Board asked her to write one and present it at the next meeting.

10) **Policy on electronic payments**

Treasurer Batton noted that the auditor suggested that we have a policy on electronic payments. Attorney Ruppe suggested that we ask auditor to suggest language. Treasurer Batton provided him with a copy.

11) **Funds Transfer**

Treasurer Batton requested permission to transfer \$12,000 from savings to checking. Supervisor Bruce Nilsen made a motion to approve this request. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

12) **Snow Plowing Issues.**

Supervisor Leroy Schommer noted that one of the postal carriers from Prior Lake has reported some problems navigating some of the gravel roads due to ice and snow issues.

Chairman Dan Casey will discuss the problem with our snow plow contractor.

13) **Garbage**

Treasurer Holly Batton noted that she had investigated the cost of having weekly garbage pickup at the Town Hall and it would amount to \$16 per month.

The Board asked that we table this item until next month.

Review and Pay Bills

The Town Board approved and paid the following claims:

2/4/2008	4211	MVEC	Town Hall Electricity	\$	64.05
2/4/2008	4212	MVEC	Monterey Hgts Lift Station	\$	38.52
2/4/2008	4213	MVEC	South Passage Lift Station	\$	53.95
2/4/2008	4214	Art Johnson Trucking	January Road Maint	\$	3,206.76
2/4/2008	4215	Systematic Construction	Refund Building Permit	\$	3,475.00
2/4/2008	4216	Scott County Treasurer	CSTS License Fees	\$	2,270.00
2/4/2008	4217	Scott County Treasurer	Purchase Salt (2007 2nd Half)	\$	7,633.44
2/4/2008	4218	Pautz Construction Services	NPDES Resident Compliance	\$	875.00
2/4/2008	4219	CenterPoint Energy	Town Hall Gas	\$	205.30
2/4/2008	4220	Xcel Energy	St Francis Street Light	\$	12.78
2/4/2008	4221	Fahrenkamp & Cameron	Process 2007 Payroll Taxes	\$	250.00
2/4/2008	4222	Bryan Rock Products	Purchase Rock	\$	989.95
2/4/2008	4223	Bruce Nilsen	Expense Reimbursement	\$	10.10
2/4/2008	4224	Dan Casey	Expense Reimbursement	\$	36.89
2/4/2008	4225	Holly Batton	Expense Reimbursement	\$	100.61
2/4/2008	4226	Jerry Maas	Expense Reimbursement	\$	42.31
2/4/2008	4227	Holly Batton	Services as Treasurer	\$	2,062.95
2/4/2008	4228	Dan Casey	Services as Supervisor	\$	761.89
2/4/2008	4229	Jerry Maas	Services as Clerk	\$	3,324.60
2/4/2008	4230	Bruce Nilsen	Services as Supervisor	\$	734.18
2/4/2008	4231	Leroy Schommer	Services as Supervisor	\$	734.18
2/8/2008	FTPSF	Anchor Bank	February 941 Taxes	\$	1,540.85

Adjourn

There being no further business before the Town Board, Supervisor Bruce Nilsen made a motion to adjourn, Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 - 0. The meeting adjourned at 10:20 pm.

Submitted By: (s/) Jerald R. Maas
Township Clerk
Credit River Township

Approved By: (s/) Dan Casey
Chairman Board of Supervisors
Credit River Township